

**State of Florida
Department of Revenue**



**2004
Sales & Use Tax
Solid Waste Fees & Surcharge**

**Vendor Software
Processing Requirements
(EDI Edits)**

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Purpose

The purpose of these processing requirements is to define the basic functionality of the PC software which will be provided to taxpayers to use in producing and filing their 2004 Sales and Use Tax returns (DR-15, DR-7, DR-15CS), producing and filing their 2004 Solid Waste and Surcharge returns (DR-15SW, DR-15SWS), making electronic payments, submitting changes of address or business name, and canceling an account.

General Requirements

1. Provide capability for taxpayer to input these data items for generating a DR-15 tax return:
 - 13-digit certificate number (see notification SP0175-000)
 - social security number/FEI number
 - applied date
 - input fields from DR-15 tax return form
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
2. Provide capability for taxpayer to input these data items for generating a DR-7 tax return:
 - 13-digit certificate number of consolidated member (see notification SP0175-000)
 - social security number/FEI number of consolidated member
 - input fields from DR-7 tax return form
3. Provide capability for taxpayer to input these data items for generating a DR-15CS tax return:
 - 13-digit certificate number of consolidated owner (see notification SP0175-000)
 - social security number/FEI number of consolidated owner
 - applied date
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
4. Provide capability for taxpayer to input these data items for generating a DR-15SW tax return:
 - 13-digit certificate number (see notification SP0175-000)
 - social security number/FEI number

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- applied date
 - input fields from DR-15SW return form
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
5. Provide capability for taxpayer to input data items for generating a DR-15SWS schedule required if taxpayer is a consolidated or out of state filer filing DR-15SW:
- Number of days input fields from DR-15SWS schedule form
6. Provide capability for taxpayer to specify one Filing Option:
- Filing Only
 - Filing and Payment
 - Payment Only
7. If Filing Option is **Filing and Payment** or **Payment Only**, provide capability for taxpayer to specify one **Payment Type**:
- Tax payment
 - Bill payment
 - Audit payment
 - Amended payment
 - Returned item payment
8. If Filing Option is **Filing and Payment** or **Payment Only**, provide capability for taxpayer to input the following banking information:
- Payment amount
 - Taxpayer/business name
 - Routing/transit number
 - Bank account number
 - Settlement date
 - Indicate checking or savings account
9. Provide capability for taxpayer to indicate whether the transmission of their returns and/or payment is a test or a live/true transmission.
10. Provide taxpayer a cross-reference of County Code to County Names (See table on page 31).

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11. Provide capability for taxpayer to specify a Change of Address Option:
 - Business Location
 - Mailing Address (not applicable for consolidated members)
12. If Change of Address Option is **Business Location** or **Mailing Address**, provide capability for taxpayer to specify ONE of the following:
 - IN COUNTRY (includes all 50 states and U.S. Protectorates):
 - USPS State Abbreviation Standards for the 50 states
 - PR - Puerto Rico
 - VI - Virgin Islands
 - AA - Armed Forces Americas (APO or FPO)
 - AE - Armed Forces Europe
 - AP - Armed Forces Pacific
 - FM - Federal States of Micronesia
 - GU - Guam
 - MH - Marshall Islands
 - MP - Northern Mariana Islands
 - PW - Palau
 - OUT of COUNTRY (none of the above)
13. If Change of Address Option is **Business Location** or **Mailing Address**, and **IN COUNTRY**, provide capability for taxpayer to input the following fields:
 - 13-digit certificate number of appropriate account (see notification SP0175-000)
 - social security number/FEI number
 - attention line
 - street address
 - city
 - state
 - zip
 - preparer contact name
 - preparer contact phone
 - preparer contact E-Mail
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
14. If Change of Address Option is **Business Location** or **Mailing Address**, and **OUT of COUNTRY**, provide capability for taxpayer to input the following fields:
 - 13-digit certificate number of appropriate account (see notification SP0175-000)
 - social security number/FEI number

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- attention line
 - street address
 - city
 - preparer contact name
 - preparer contact phone
 - preparer contact E-Mail
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
15. Provide capability for taxpayer to input these data items for generating a Change of Business Name record.
- 13-digit certificate number of appropriate account (see notification SP0175-000)
 - social security number/FEI number
 - new Business Name
 - preparer contact name
 - preparer contact phone
 - preparer contact E-Mail
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
16. Provide capability for taxpayer to input these data items for generating a Cancellation of Account record.
- 13-digit certificate number of appropriate account (see notification SP0175-000)
 - social security number/FEI number
 - effective date
 - preparer contact name
 - preparer contact phone
 - preparer contact E-Mail
 - EDI contact name
 - EDI contact phone
 - EDI contact E-Mail
17. Provide capability for receiving e mail messages.

SALES AND USE TAX RETURN (DR-15, DR-7, DR-15Cs) FIELD EDITS

Purpose

The purpose of these edits is to provide strict guidelines for validating the data being accepted from the taxpayer using the EDI software. The edits are listed according to the line item of the data item as shown on the Sales and Use Tax returns (forms DR-15, DR-7, DR-15CS).

Edits

Line# Field Name

A) Sales/Services

- Must be numeric
- Cannot be negative **
- Amount cannot exceed 10,000,000,000
- Column 2 (Exempt Sales) cannot be greater than Column 1 (Gross Sales)
- Column 3 (Taxable Amount) = Column 1 (Gross Sales) minus Column 2 (Exempt Sales)
- Column 3 (Taxable Amount) must be > or = Line 20, if Line 20 is entered
- Column 3 (Taxable Amount) must be > or = Line 19, if Line 19 is entered
- Column 3 (Taxable Amount) must be > or = Line 18, if Line 18 is entered
- Column 3 (Taxable Amount) must be > or = Line 17, if Line 17 is entered
- Column 3 (Taxable Amount) must be > zero, if Column 4 (Tax Collected) is > zero

Note: Do **NOT** allow taxpayer to override.

- If Line 17 = zero, the minimum value in Column 4 (Tax Collected) should be:
Column 3 (Taxable Amount) * .06 if Line 20 = zero
Or
Column 3 (Taxable Amount) * .04 if Line 20 > zero.
- If Line 17 > zero, the minimum value in Column 4 (Tax Collected) should be:
Column 3 (Taxable Amount) * .025

Note: *If either of the above conditions is NOT met, display message to taxpayer: “The Column 4 (Tax Collected) amount is less than the minimum tax calculation amount. Is this correct?”*

Note: Allow taxpayer to override.

- If Column 4 (Tax Collected) is > zero, and Column 1 (Gross Sales) = zero, display message to taxpayer: “**Gross Sales = \$0.00. Is this correct?**”

Note: Allow taxpayer to override.

**** If amount in Column 1 is negative, display message to taxpayer: “If you are attempting to enter a negative amount in this field, please call 850-922-4824 for assistance.”**

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B) Taxable Purchases

- Must be numeric
- Cannot be negative
- Amount cannot exceed 10,000,000,000
- Column 3 (Taxable Amount) must be > zero, if Column 4 (Tax Collected) is > zero

Note: Do NOT allow taxpayer to override.

- The minimum value in Column 4 (Tax Collected) should be:
Column 3 (Taxable Amount) * .06

Note: If this condition is NOT met, display message to taxpayer: “The Column 4 (Tax Collected) amount is less than the minimum tax calculation amount. Is this correct?”

Note: Allow taxpayer to override.

C) Commercial Rentals

- Must be numeric
- Cannot be negative **
- Amount cannot exceed 10,000,000,000
- Column 2 (Exempt Sales) cannot be greater than Column 1 (Gross Sales)
- Column 3 (Taxable Amount) = Column 1 (Gross Sales) minus Column 2 (Exempt Sales)
- Column 3 (Taxable Amount) must be > zero, if Column 4 (Tax Collected) is > zero
- The minimum values in Column 4 (Tax Collected) must be:

Column 3 (Taxable Amount) * .06

Note: Do NOT allow taxpayer to override.

- If Column 4 (Tax Collected) is > zero, and Column 1 (Gross Sales) = zero, display message to taxpayer: “Gross Sales = \$0.00. Is this correct?”

Note: Allow taxpayer to override.

*** If amount in Column 1 is negative, display message to taxpayer: “If you are attempting to enter a negative amount in this field, please call 850-922-4824 for assistance.”*

D) Transient Rentals

- Must be numeric
- Cannot be negative **
- Amount cannot exceed 10,000,000,000
- Column 2 (Exempt Sales) cannot be greater than Column 1 (Gross Sales)
- Column 3 (Taxable Amount) = Column 1 (Gross Sales) minus Column 2 (Exempt Sales)
- Column 3 (Taxable Amount) must be > zero, if Column 4 (Tax Collected) is > zero
- The minimum value in Column 4 (Tax Collected) must be:

Column 3 (Taxable Amount) * .06

Note: Do NOT allow taxpayer to override.

- If Column 4 (Tax Collected) is > zero, and Column 1 (Gross Sales) = zero, display message to taxpayer: “Gross Sales = \$0.00. Is this correct?”

Note: Allow taxpayer to override.

*** If amount in Column 1 is negative, display message to taxpayer: “If you are attempting to enter a*

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negative amount in this field, please call 850-922-4824 for assistance."

E) Food/Beverage Vending

- Must be numeric
- Cannot be negative **
- Amount cannot exceed 10,000,000,000
- Column 2 (Exempt Sales) cannot be greater than Column 1 (Gross Sales)
- Column 3 (Taxable Amount) = Column 1 (Gross Sales) minus Column 2 (Exempt Sales)
- Column 3 (Taxable Amount) must be > zero, if Column 4 (Tax Collected) is > zero
- The minimum value in Column 4 (Tax Collected) must be:
Column 3 (Taxable Amount) * .06

Note: Do NOT allow taxpayer to override.

- If Column 4 (Tax Collected) is > zero, and Column 1 (Gross Sales) = zero, display message to taxpayer: "*Gross Sales = \$0.00. Is this correct?*"

Note: Allow taxpayer to override.

**** If amount in Column 1 is negative, display message to taxpayer:** "*If you are attempting to enter a negative amount in this field, please call 850-922-4824 for assistance."*

5) Total Amount of Tax Collected

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000
- Must be entered if Line 14 > zero and Line 9, Line 12, and Line 13 = zero
- Must = sum of amounts in Lines A thru E, Column 4 (Tax Collected)

Note: Do NOT allow taxpayer to override.

6) Total Lawful Deductions

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000
- Cannot be > Line 5 (Total Amount of Tax Collected)
- Amount must be entered and > or = Line 16 if Line 16 > zero

Note: Do NOT allow taxpayer to override.

7) Total Tax Due

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000
- Must = Line 5 - Line 6
- Must be entered if Line 14 > zero and Line 9, Line 12 and Line 13 = zero

Note: Do NOT allow taxpayer to override.

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8) Estimated Tax Paid

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000

Note: *Do NOT allow taxpayer to override.*

- Should be > zero, if Line 9 is > zero

Note: *If equal to zero and Line 9 > zero, provide a warning: “You have not entered any estimated tax paid. If you paid estimated tax last month, you should enter it here. Is this entry correct?”*

Note: *Allow taxpayer to override.*

- Can be greater than sum of DR-7's when generating DR-15CS*

Note: *If > than sum DR-7 Line 8, provide a warning: “You have entered an amount greater than the total of estimated tax paid. Is this entry correct?”*

Note: *Allow taxpayer to override.*

9) Estimated Tax Due Current Month

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000

Note: *Do NOT allow taxpayer to override.*

- Should be > zero, if Line 8 is > zero

Note: *If equal to zero and Line 8 > zero, provide a warning: “You have not entered any estimated tax. If you had estimated tax paid last month you should pay estimated tax this month. Is this entry correct?”*

Note: *Allow taxpayer to override.*

10) Amount Due

- Must be numeric
- Cannot be negative when generating DR-15* or DR-15CS*
- Allowed to be negative when generating DR-7
- Amount cannot exceed 100,000,000
- Must be entered if Line 14 > zero and Line 12 and Line 13 = zero
- Must = (Line 7 minus Line 8 plus Line 9)

Note: *Do NOT allow taxpayer to override.*

** If form is DR-15 or DR-15CS, display message to taxpayer: “Line 10 cannot be a negative amount. Please call 850-922-4824 for assistance.”*

11) Collection Allowance

- Must be numeric
- If entered, and County Code = 11 thru 77, must be < or = 30.00

Note: Do NOT allow taxpayer to override.

12) Penalty

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000
- If entered, must be > or = 5.00

Note: Do NOT allow taxpayer to override.

13) Interest

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000

Note: Do NOT allow taxpayer to override.

14) Amount Due with Return

- Must be numeric
- Cannot be negative when generating DR-15* or DR-15CS*
- Allowed to be negative when generating DR-7
- Amount cannot exceed 100,000,000
- Must = (Line 10 - Line 11 + Line 12 + Line 13)
- If > zero, an amount > zero must be entered in:
 - Line A, Column 4 (Tax Collected) or
 - Line B, Column 4 (Tax Collected) or
 - Line C, Column 4 (Tax Collected) or
 - Line D, Column 4 (Tax Collected) or
 - Line E, Column 4 (Tax Collected) or
 - Line 9 or
 - Line 12 or
 - Line 13

Note: Do NOT allow taxpayer to override.

** If form is DR-15 or DR-15CS, display message to taxpayer: "Line 14 cannot be a negative amount. Please call 850-922-4824 for assistance."*

15a) Exempt Amount of Items Over \$5,000

- Must be numeric
- Cannot be negative
- Amount cannot exceed 1,000,000,000

Note: Do NOT allow taxpayer to override.

15b) Other Amounts in Column 3 NOT Subject to Surtax

- Must be numeric
- Cannot be negative
- Amount cannot exceed 1,000,000,000
- Must be < or = Line A, Column 3, + Line B, Column 3, + Line E, Column 3 (excluding Line C, Column 3 and Line D, Column 3).

Note: Do NOT allow taxpayer to override.

15c) Amounts Subject to Surtax at a Rate DIFFERENT than Your County Surtax Rate

- Must be numeric
- Cannot be negative
- Amount cannot exceed 1,000,000,000
- Must be < or = Line A, Column 3, + Line B, Column 3, + Line E, Column 3 (excluding Line C, Column 3 and Line D, Column 3).

Note: Do NOT allow taxpayer to override.

15d) Total Surtax Amounts Collected

- Must be numeric
- Cannot be negative
- Amount cannot exceed 1,000,000,000

16) Total Enterprise Zone Jobs Credits

- Must be numeric
- Cannot be negative
- Amount cannot exceed 10,000,000
- If entered, require Enterprise Zone Number to validate against approved list on page 33.
- Entry allowed only with approved Enterprise Zone Number *

Note: Do NOT allow taxpayer to override.

**If taxpayer enters an unapproved Enterprise Zone Number or no number, display message “This certificate number is not approved to take enterprise zone job credits. If you feel you are entitled to take these credits, please contact DOR at 850-488-6800.”*

17) Taxable Sales/Purchases/Rentals of Farm Equipment

- Must be numeric
- Cannot be negative
- Amount cannot exceed 10,000,000

Note: Do NOT allow taxpayer to override.

18) Taxable Sales/Purchases of Electric Power or Energy

- Must be numeric
- Cannot be negative
- Amount cannot exceed 100,000,000

Note: Do NOT allow taxpayer to override.

19) Taxable Sales/Purchases of Dyed Diesel Fuel

- Must be numeric
- Cannot be negative
- Amount cannot exceed 10,000,000

Note: Do NOT allow taxpayer to override.

20) Taxable Sales from Amusement Machines

- Must be numeric
- Cannot be negative
- Amount cannot exceed 10,000,000

Note: Do NOT allow taxpayer to override.

***SOLID WASTE AND SURCHARGE RETURN
(DR-15SW, DR-15SWS)
FIELD EDITS***

Purpose

The purpose of these edits is to provide guidelines for validating the data being accepted from the taxpayer using the EDI software. The edits are listed according to the line item of the data item as shown on the Solid Waste and Surcharge return (form DR-15SW) and Schedule of Rental Car surcharge by County (form DR-15SWS).

Edits

Line# Field Name

1A) Number of new tires subject to fee

- Must be numeric
- Must be a whole number (no decimal positions)
- Cannot be negative
- Amount cannot exceed 1,000,000

Note: *Do NOT allow taxpayer to override.*

1C) Tires – fees and surcharge collected

- Calculated amount: Line 1A times 1.00

Note: *Allow taxpayer to override.*

2A) Dry-cleaning gross receipts subject to tax

- Amount is brought forward from Line c (taxable gross receipts) on back of return

2C) Dry-cleaning gross receipts – fees and surcharge collected

- Calculated amount: Line 2A times .02

Note: *Allow taxpayer to override.*

3A) Number of batteries subject to fee

- Must be numeric
- Must be a whole number (no decimal positions)
- Cannot be negative
- Amount cannot exceed 250,000

Note: *Do NOT allow taxpayer to override.*

3C) Batteries – fees and surcharge collected

- Calculated amount: Line 3A times 1.50

Note: *Allow taxpayer to override.*

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4A) **Total rental days subject to surcharge**

- Must be numeric
- Must be a whole number (no decimal positions)
- Cannot be negative
- Amount cannot exceed 2,000,000
- If county code = 78 or 80, must be calculated total number of rental days from DR-15SWS

*Note: Do **NOT** allow taxpayer to override.*

4C) **Rental days – fees and surcharge collected**

- Calculated amount: Line 4A times 2.00

Note: Allow taxpayer to override.

5) **Total amount due**

- Calculated amount: Line 1C + Line 2C + Line 3C + Line 4C

6) **Less credits**

- Must be numeric
- Cannot be negative
- Amount cannot exceed 500,000
- Cannot be > Line 5

*Note: Do **NOT** allow taxpayer to override.*

7) **Net amount due**

- Calculated amount: Line 5 minus Line 6

8) **Plus Penalty**

- Must be numeric
- Cannot be negative
- Amount cannot exceed 500,000
- If entered, must be > or = 5.00

*Note: Do **NOT** allow taxpayer to override.*

9) **Plus Interest**

- Must be numeric
- Cannot be negative
- Amount cannot exceed 50,000

*Note: Do **NOT** allow taxpayer to override.*

10) **Amount due with return**

- Calculated amount: Line 7 + Line 8 + Line 9

a) **Total of gross receipts**

- Must be numeric

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- Cannot be negative
- Amount cannot exceed 10,000,000

Note: Do NOT allow taxpayer to override.

b) **Less exempt receipts**

- Must be numeric
- Cannot be negative
- Amount cannot exceed 10,000,000
- Cannot be > Line a

Note: Do NOT allow taxpayer to override.

c) **Taxable gross receipts**

- Calculated amount: Line a minus Line b

Schedule of Rental Car surcharge by County- form DR-15SWS

- Must be numeric
- Must be a whole number (no decimal positions)
- Cannot be negative
- Must have entry in at least one county field if total number of rental days > zero
- “Total Number of Rental Days” field (if displayed) must equal the sum of all county field entries (11-77). This total must carry forward to line 4A on form DR-15SW

CHANGE OF ADDRESS FIELD EDITS

Purpose

The purpose of these edits is to provide strict guidelines for validating the change of address data being accepted from the taxpayer using the EDI software.

Edits

Certificate Number

- If Change of Address Option is **Mailing Address**, the certificate number cannot be for a consolidated member account
- See Other Data Edits

SSN/FEIN

- See Other Data Edits

Attention Line (for the attention of)

- Optional field
- If used must begin with “%”

Street Address

- Required field

City

- Required field

State

- Required field, if **In Country** option is selected.
- Includes all 50 states and U.S. Protectorates:

USPS State Abbreviation Standards for 50 states

PR - Puerto Rico

VI - Virgin Islands

AA - Armed Forces Americas (APO or FPO)

AE - Armed Forces Europe

AP - Armed Forces Pacific

FM - Federal States of Micronesia

GU - Guam

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MH - Marshall Islands

MP - Northern Mariana Islands

PW - Palau

Zip

- Must be 5-digits or 9-digits, if **In Country** option is selected.
- Required field

Preparer Contact Name

- Required field

Preparer Contact Phone

- Must be numeric
- Must be 10-digit
- Required field

Preparer Contact E-mail

- Optional field

EDI Contact Name

- Required field

EDI Contact Phone

- Must be numeric
- Must be 10-digit
- Required field

EDI Contact E-mail

- Optional field

CHANGE OF BUSINESS NAME FIELD EDITS

Purpose

The purpose of these edits is to provide strict guidelines for validating the change of business name data being accepted from the taxpayer using the EDI software.

Edits

Certificate Number

- See Other Data Edits

SSN/FEIN

- See Other Data Edits

New Business Name

- Required field

Preparer Contact Name

- Required field

Preparer Contact Phone

- Must be numeric
- Must be 10-digit
- Required field

Preparer contact E-mail

- Optional field

EDI Contact Name

- Required field

EDI Contact Phone

- Must be numeric
- Must be 10-digit
- Required field

EDI Contact E-mail

- Optional field

CANCELLATION OF ACCOUNTS FIELD EDITS

Purpose

The purpose of these edits is to provide strict guidelines for validating the cancellation of accounts data being accepted from the taxpayer using the EDI software.

Edits

Certificate Number

- See Other Data Edits

SSN/FEIN

- See Other Data Edits

Effective Date

- Must be a valid date
- Required field
- Date cannot be more than 60 days in the future or 365 days prior to current date

Preparer Contact Name

- Required field

Preparer Contact Phone

- Must be numeric
- Must be 10-digit
- Required field

EDI Contact Name

- Required field

EDI Contact Phone

- Must be numeric
- Must be 10-digit
- Required field

Preparer Contact E-mail and EDI Contact E-mail

- Optional fields

OTHER DATA EDITS

Purpose

The purpose of these edits is to provide strict guidelines for validating the data being accepted from the taxpayer using the EDI software.

Edits

Certificate Number

IF the third digit in the certificate number is any digit other than 8:

- Must be a 13-digit number with no alpha characters, blanks or dashes
- Format is cctnnnnnnkkx where
- cc = county code (must be > 10 and < 81; must be 80 if generating a DR-15CS)
tt = city code
nnnnnn = account number (cannot be all zeros if county code = 79 or 80)
kk = kind code
x = check digit
- First two digits must be a value 11 through 79 if generating a DR-15 or DR-7
- First two digits must be 80 if generating a DR-15CS or DR-15SWS
- First two digits must be a value 11 through 80 if generating a DR-15SW, or a Change of Address or Business Name record
- First two digits must be a value 11 through 79 if generating a Cancellation of account record
- The certificate number cannot be duplicated within a consolidated filing for a specific applied period
- Edit the check digit using **Check Digit Routine #1**

Note: Display County Name when taxpayer enters County code.

IF the third digit in the certificate number is an 8:

- Must be a 13-digit number with no alpha characters, blanks or dashes
- Format is ccnnnnnnnnnx where
- cc = county code (must be > 10 and < 79 or = 80; must be 80 if generating a DR-15CS or DR-15SWS)
nnnnnnnnnn = account number (cannot be all zeros if county code = 80)
x = check digit
- First two digits must be a value 11 through 78 if generating a DR-15 or DR-7
- First two digits must be 80 if generating a DR-15CS or DR-15SWS
- First two digits must be a value 11 through 78 or 80 if generating a DR-15SW, or a Change of Address or Business Name record

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- First two digits must be a value 11 through 78 if generating a Cancellation of account record
- The certificate number cannot be duplicated within a consolidated filing for a specific applied period
- Edit the check digit using **Check Digit Routine #2**

Note: Display County Name when taxpayer enters County code.

SSN/FEIN

- Must be a 9-digit number with no alpha characters, blanks or dashes

Collection Period/Applied Date

- If Filing Option = **Payment Only**, must be a valid date in a year > or = 1985
- If Filing Option = **Filing Only** or **Filing and Payment**, must be a valid date in 2003, 2004
- Must be **01/01/04** if Transmission Type = **Test**
- When the applied date month equals 11, generate a warning message to the user: “You must renew your EDI software for the upcoming year”.
- When the applied date month equals 12 and generating a DR-7 or DR-15CS, generate a warning message to the user: “If you are required to pay estimated tax, you must include this payment on line 9 starting with your December return due January 1”.

Settlement Date

- Must be a valid date in 2004 or 2005
- Must be equal to or greater than the next business day’s date (see form DR-659 for holiday calendar)
- Cannot be greater than today’s date plus 30
- Must be next business day’s date if Transmission Type = **Test**

Bank Account Number

- Edits apply only if Filing Option = **Filing and Payment** or **Payment Only**
- Must be numeric with no alpha characters, blanks or dashes
- Must be > zero

Routing/Transit Number

- Edits apply only if Filing Option = **Filing and Payment** or **Payment Only**
- Must be numeric with no alpha characters, blanks or dashes
- Must be > zero
- First digit cannot be > 3
- Must be verified as valid using commercially reasonable procedures
- Edit the check digit using the **Check Digit Routine #1**

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Payment Amount

- Allowed only when generating a DR-15, DR-15CS, or DR-15SW
- Cannot be negative
- Must be > zero
- Must = zero if Filing Option is **Filing Only**
- Must = .01 (one cent) if Transmission Type = **Test**
- When generating a DR-15 or DR-15CS, should be = or > Line 14

Note: If Payment Amount is less than Line 14, provide a message to the taxpayer: “Do you want to pay less than you owe?” Allow taxpayer to override

- When generating a DR-15SW, should be = or > Line 10

Note: If Payment Amount is less than Line 10, provide a message to the taxpayer: “Do you want to pay less than you owe?” Allow taxpayer to override

Payment Type

If generating a DR-15, DR-15CS, or DR-15SW:

- Must = **Tax Payment**, if Filing Option = **Filing and Payment**
- Must = **Tax Payment**, if Transmission Type = **Test**
- Must be blank, if Filing Option = **Filing Only** or amount due = zero

PROCESSING REQUIREMENTS FOR GENERATING 813 FILE

Purpose

The purpose of these processing requirements is to define the functionality in generating the 813 File from the data provided by the taxpayer using the EDI software.

Requirements

- 1) Generate the DR-15 using user-supplied data**.
- 2) Generate the DR-15CS using user-supplied data** and sum of dollar amounts in corresponding fields of the DR-7s.
- 3) Generate the DR-7 using user supplied data**.
- 4) When generating a DR-7, use the applied date from the owner's return (DR-15CS).
- 5) Generate the DR-15SW using user-supplied data**.
- 6) Generate a Change of Address record using user-supplied data**.
- 7) When generating a Change of Address record, if **OUT of COUNTRY** option used,
move all 9's to Zip-Code field
move "OC" to State field
move spaces to County field
move all 9's to Phone field.
- 8) Generate a Change of Business Name record using user-supplied data**.
- 9) Generate a Cancellation of Account record using user-supplied data**.
- 10) The following illegal characters are not allowed in any data fields:
 - \ (slash)
 - * (asterisk)
 - : (colon)
 - ~ (tilde)
 - Non printable characters.

**** Note:** *The certificate number on the 813 File is 12 digits in length. When moving the user-supplied certificate number to the 813 File, strip off the 13th digit (check digit).*

CHECK DIGIT ROUTINE #1

This check digit routine is used to verify the validity of the check digit which is supplied by the taxpayer as part of 1) their 13-digit certificate number when the third digit is any digit other than 8 and 2) their 9-digit bank routing/transit number. This helps ensure that the taxpayer has entered these two numbers correctly using the EDI software. Compute the check digit as shown below. Note that the computation for the two numbers, while very similar in appearance, are in fact different. The weighting factors are the same (1,3 and 7) but are computed differently in the two routines.

1) Certificate Number: The check digit is the last digit in the 13-digit certificate number. To edit the check digit, first extract digits 1-2 (county code) and digits 5-10 (account number) from the certificate number. Perform the check digit computation on these eight digits. For example, given the sample certificate number, **80-12-001234-12-2**, the computation is performed on **80001234**. The computed check digit must equal the check digit entered by the taxpayer. Validate this number as follows:

- Multiply digit 1 by 7: $8 * 7 = 56$
- Multiply digit 2 by 1: $0 * 1 = 0$
- Multiply digit 3 by 3: $0 * 3 = 0$
- Multiply digit 4 by 7: $0 * 7 = 0$
- Multiply digit 5 by 1: $1 * 1 = 1$
- Multiply digit 6 by 3: $2 * 3 = 6$
- Multiply digit 7 by 7: $3 * 7 = 21$
- Multiply digit 8 by 1: $4 * 1 = 4$

Add the totals: $56 + 0 + 0 + 0 + 1 + 6 + 21 + 4 = 88$

Subtract the last digit in the total from 10: $10 - 8 = 2^{**}$

This is the check digit.

Note: The check digit edit does not apply to dummy numbers (where digits 2 thru 8 of the 8-digit number are zeros).

2) Bank Routing/Transit Number: The check digit is the last digit in the 9-digit bank routing number. Perform the check digit computation on the first eight digits of that number. For example, given the sample bank routing number, **076401251**, the computation is performed on **07640125**. The computed check digit must equal the check digit entered by the taxpayer. Validate this number as follows:

- Multiply digit 1 by 3: $0 * 3 = 0$
- Multiply digit 2 by 7: $7 * 7 = 49$
- Multiply digit 3 by 1: $6 * 1 = 6$

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- Multiply digit 4 by 3: $4 * 3 = 12$
- Multiply digit 5 by 7: $0 * 7 = 0$
- Multiply digit 6 by 1: $1 * 1 = 1$
- Multiply digit 7 by 3: $2 * 3 = 6$
- Multiply digit 8 by 7: $5 * 7 = 35$

Add the totals: $0 + 49 + 6 + 12 + 0 + 1 + 6 + 35 = \mathbf{109}$

Subtract the last digit in the total from 10: $10 - 9 = \mathbf{1^{**}}$

This is the check digit.

**** If the check digit computes to equal 10, convert the 10 to 0.**

CHECK DIGIT ROUTINE #2

This check digit routine is used to verify the validity of the check digit which is supplied by the taxpayer as part of their 13-digit certificate number when the third digit is an 8. This helps ensure that the taxpayer has entered the number correctly using the EDI software. Compute the check digit as shown below.

Certificate Number: The check digit is the last digit in the 13-digit certificate number. Perform the check digit computation on the first twelve digits. For example, given the sample certificate number, **4780015984453**, the computed check digit must equal the check digit entered by the taxpayer. Validate this number as follows:

- Multiply digit 1 by 7: $4 * 7 = 28$
- Multiply digit 2 by 1: $7 * 1 = 7$
- Multiply digit 3 by 3: $8 * 3 = 24$
- Multiply digit 4 by 7: $0 * 7 = 0$
- Multiply digit 5 by 1: $0 * 1 = 0$
- Multiply digit 6 by 3: $1 * 3 = 3$
- Multiply digit 7 by 7: $5 * 7 = 35$
- Multiply digit 8 by 1: $9 * 1 = 9$
- Multiply digit 9 by 3: $8 * 3 = 24$
- Multiply digit 10 by 7: $4 * 7 = 28$
- Multiply digit 11 by 1: $4 * 1 = 4$
- Multiply digit 12 by 3: $5 * 3 = 15$

Add the totals: $28 + 7 + 24 + 0 + 0 + 3 + 35 + 9 + 24 + 28 + 4 + 15 = 177$

Subtract the last digit in the total from 10: $10 - 7 = 3^{**}$

This is the check digit.

Note: *The check digit edit does not apply to dummy numbers (where digits 3 thru 10 of the certificate number are zeros).*

**** If the check digit computes to equal 10, convert the 10 to 0.**

***COUNTY CODE TO COUNTY NAME
TABLE***

| <u>Code</u> | <u>County Name</u> | <u>Code</u> | <u>County Name</u> |
|-------------|--------------------|-------------|--------------------|
| 11 | Alachua | 46 | Lee |
| 12 | Baker | 47 | Leon |
| 13 | Bay | 48 | Levy |
| 14 | Bradford | 49 | Liberty |
| 15 | Brevard | 50 | Madison |
| 16 | Broward | 51 | Manatee |
| 17 | Calhoun | 52 | Marion |
| 18 | Charlotte | 53 | Martin |
| 19 | Citrus | 54 | Monroe |
| 20 | Clay | 55 | Nassau |
| 21 | Collier | 56 | Okaloosa |
| 22 | Columbia | 57 | Okeechobee |
| 23 | Dade | 58 | Orange |
| 24 | Desoto | 59 | Osceola |
| 25 | Dixie | 60 | Palm Beach |
| 26 | Duval | 61 | Pasco |
| 27 | Escambia | 62 | Pinellas |
| 28 | Flagler | 63 | Polk |
| 29 | Franklin | 64 | Putnam |
| 30 | Gadsden | 65 | St Johns |
| 31 | Gilchrist | 66 | St Lucie |
| 32 | Glades | 67 | Santa Rosa |
| 33 | Gulf | 68 | Sarasota |
| 34 | Hamilton | 69 | Seminole |
| 35 | Hardee | 70 | Sumter |
| 36 | Hendry | 71 | Suwannee |
| 37 | Hernando | 72 | Taylor |
| 38 | Highlands | 73 | Union |
| 39 | Hillsborough | 74 | Volusia |
| 40 | Holmes | 75 | Wakulla |
| 41 | Indian River | 76 | Walton |
| 42 | Jackson | 77 | Washington |
| 43 | Jefferson | 78 | Out of State |
| 44 | Lafayette | 79 | Use tax |
| 45 | Lake | 80 | Consolidated |

***APPROVED ENTERPRISE ZONE
JOB CREDIT NUMBERS***

| | | | |
|----|------|----|------|
| 1 | 0101 | 25 | 4101 |
| 2 | 0601 | 26 | 4102 |
| 3 | 0701 | 27 | 4601 |
| 4 | 1101 | 28 | 4701 |
| 5 | 1102 | 29 | 4801 |
| 6 | 1301 | 30 | 4802 |
| 7 | 1501 | 31 | 5001 |
| 8 | 1601 | 32 | 5002 |
| 9 | 1701 | 33 | 5201 |
| 10 | 1901 | 34 | 5202 |
| 11 | 2001 | 35 | 5401 |
| 12 | 2201 | 36 | 5601 |
| 13 | 2301 | 37 | 5701 |
| 14 | 2401 | 38 | 5801 |
| 15 | 2501 | 39 | 6201 |
| 16 | 2601 | 40 | 6401 |
| 17 | 2701 | 41 | 6402 |
| 18 | 2801 | 42 | 6501 |
| 19 | 2901 | 43 | 6502 |
| 20 | 3001 | 44 | 6601 |
| 21 | 3201 | 45 | 6602 |
| 22 | 3601 | 46 | 6701 |
| 23 | 3901 | 47 | |
| 24 | 4001 | | |